

**Society of American Archivists  
Council Meeting Agenda  
January 25 – 27, 2012  
SAA Headquarters, Chicago, Illinois**

# Written background report for discussion and possible action.

\* Written report, with discussion and clarification only as needed.

**\* PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING\***

<b>WEDNESDAY, JANUARY 25 8:00 am – 5:00 pm 17 North State Street, Room 1620 Group Dinner, 5:30 – 8:00 pm</b>			
<b>I.</b>	<b>COUNCIL BUSINESS</b>		
	<b>A. Adoption of the Agenda</b> (0112-I-A-Agenda) #		GT-R
	<b>B. August 2011 Minutes</b> (Approved 10/11) (0112-I-B-0811Minutes) *		GT-R
	<b>C. Review of August 2011 “To Do” List</b> (0112-I-C-ToDo0810) *		GT-R
<b>II.</b>	<b>STRATEGIC PLANNING</b>		
	<b>A. Current Strategic Plan</b> (for reference only) (0112-II-A-StratPlanReference) *		GT-R
	<b>B. Review of Strategic Plan Activities and Timelines</b> (0112-II-B-StratPriorActivUpdate) #		GT-R
<b>III.</b>	<b>ACTION ITEMS</b>		
	<b>A. Code of Ethics Revision</b> (0112-III-A-EthicsCode) #		Landis
	<b>B. Revise Governance Manual: Briefing Papers</b> (0112-III-B-BriefingPapers) #		GT-R
	<b>C. “Occupy Wall Street” Archives</b> (0112-III-C-OWSArchives) #		Baxter

	<b>D. ACA Student Poster Award Proposal</b> (0112-III-D-StudentPosterAward) #		Felker
	<b>E. Standards Committee Policy/Procedure Revisions</b> (0112-III-E-StandardsCommRevisions) #		Meissner
	<b>F. Definition of Working Group</b> (0112-III-F-WGDefinition) #		McCrea
	<b>G. CPWG Charge and Definition</b> (0112-III-G-CPWGCharge) #		McCrea
	<b>H. Petitions to Form New Roundtables:</b>		GT-R
	1. <b>Military Archives Roundtable</b> (0112-III-H-1-RTPetition-Military) #		
	2. <b>Students and New Archives Professionals (SNAP) Roundtable</b> (0112-III-H-2-RTPetition-SNAP) #		
	<b>I. Request to Rename RLG Roundtable</b> (0112-III-I-RLGRT) #		Frusciano
	<b>J. Component Bylaws Review / Approval</b>		
	1. <b>Government Records Section</b> (0112-III-J-1-GRSBylaws) #		Theimer
	2. <b>Women Archivists Roundtable</b> (0112-III-J-2-WARBylaws) #		Baxter
	<b>K. Appoint Members to Fellows Selection Committee</b> (0112-III-K-FellowsSelect) #		Dooley
	<b>L. Other Action Items from Council Members</b>		GT-R
	<b>M. Executive Session (as needed)</b>		GT-R
<b>THURSDAY, JANUARY 26</b> <b>8:00 am – 5:00 pm</b> <b>17 North State Street, Room 1620</b> <b>Dinner on Your Own</b>			
<b>IV.</b>	<b>DISCUSSION ITEMS</b>		
	<b>A. Annual Review of Equal Opportunity/Nondiscrimination Policy</b> (0112-IV-A-EqualOppPolicy) #		GT-R
	<b>B. ANSI Membership</b> (0112-IV-B-ANSI) #		Meissner
	<b>C. “Summit” Meeting with Regional Archival Organizations in 2012</b> (0112-IV-C-RegionalSummit) #		GT-R
	<b>D. Policies and Procedures for Sections and Roundtables</b> (0112-IV-D-SectRTPolicies) #		Landis

	<b>E. Annual Meeting Schedule and Planning</b> <b>1. Leadership Orientation and Forum</b> <b>2. New Member/First-Timer Orientation and Forum</b> <b>3. Findings from 2011 Social Media Forum</b> (see 0112-V-P-CTWG) # <b>4. Roundtable Meetings</b> <b>5. Draft Schedule</b> (see 0112-V-E-5-AnnMtg) #		GT-R Landis Baxter Kaplan  Beaumont Beaumont
	<b>F. Incentives for Members of Regional Organizations to Attend SAA Annual Meeting</b> (0112-IV-F-RegionalIncentives) #		Baxter
	<b>G. Provision of Conference Attendee Email Addresses to Exhibitors</b> (0112-IV-G-Exhibitors) #		GT-R Beaumont
	<b>H. Communication Technology Working Group (CTWG): Clarify Focus and Reporting</b> (0112-IV-H-CTWG) #		Kaplan
	<b>I. Council Exemplary Service Award Ideas</b> (0112-IV-I-CouncilSvcAward) #		GT-R
	<b>J. Other Discussion Items</b>		GT-R
<b>FRIDAY, JANUARY 26</b> <b>8:00 am – 12:00 pm</b> <b>17 North State Street, Room 1620</b>			
<b>V.</b>	<b>REPORTS</b>		
	<b>A. Executive Committee</b> (0112-V-A-ExecComm) *		Cline
	<b>B. President</b> (0112-V-B-Prez) *		GT-R
	<b>C. Vice President / President-Elect</b> (0112-V-C-VP) *		Dooley
	<b>D. Treasurer</b> YTD Financials (0112-V-D-FinRevFY12) *		Felker
	<b>E. Staff</b>		
	1. Executive Director (0112-V-E1-ExecDir) *		Beaumont
	2. Membership (0112-V-E2-Memb) *		Doyle
	3. Education (0112-V-E3-Educ) *		De Sutter
	4. Publications (0112-V-E4-Pubs) *		Brinati
	5. Annual Meeting (0112-V-E5-AnnMtg) *		Beaumont
	6. SAA Website Development (0112-V-E6-WebDevelop) *		Doyle
	<b>F. American Archivist Editor</b> (0112-V-F-AAEditor) *		McCrea

	<b>G. Publications Editor</b> (0112-V-G-PubsEditor) *	Frusciano
	<b>H. Diversity Committee (Annual Report)</b> (0112-V-H-DivComm) *	Richardson
	<b>I. Diversity Committee / Native American Archives RT: Native American <i>Protocols</i> Forum Final Report</b> (0112-V-I-NativeAmProtocolsForum) *	Baxter Richardson Cline
	<b>J. Standards Committee (Annual Report)</b> (0112-V-J-StandardsCommReport) *	Meissner
	<b>K. Membership Committee (Annual Report)</b> (0112-V-K-MembershipComm) *	Baxter
	<b>L. Committee on Archives, Libraries, and Museums (CALM) (Annual Report)</b> (0112-V-L-CALM) *	Kaplan
	<b>M. 2011 Program Committee</b> (0112-V-M-ProgComm2011) *	GT-R
	<b>N. 2011 Host Committee</b> (0112-V-N-HostComm2011) *	GT-R
	<b>O. Intellectual Property Working Group (Annual Report)</b> (0112-V-O-IPWG) *	Theimer
	<b>P. Communication Technology Working Group</b> (0112-V-P-CTWG) *	Kaplan
	<b>Q. Cultural Property Working Group (Annual Report)</b> (0112-V-Q-CPWG) *	McCrea
	<b>R. Fundamental Change (Publications) Working Group</b> (0112-V-R-FundamentalChange) *	Frusciano / McCrea
	<b>S. Partnership for the American Historical Record Task Force</b> (0112-V-S-PAHR) *	Frusciano
	<b>T. 75<sup>th</sup> Anniversary Task Force (Final Report)</b> (0112-V-T-75thAnnivTF) *	Brinati
	<b>U. World Intellectual Property Organization Meeting Report</b> (0112-V-U-WIPO) *	GT-R
	<b>V. Section / Roundtable Annual Reports (Compiled)</b> (0112-V-V-AnnReports2011) *	GT-R
	<b>W. Other Reports from Council Members / What Are You Hearing from Members?</b>	GT-R

<b>VI.</b>	<b>COUNCIL BUSINESS</b>		
	<b>A. Review of January 2012 "To Do" List</b>		GT-R
	<b>B. Review of January 2012 Talking Points</b>		GT-R
	<b>C. Adjournment</b>		GT-R